



STATE OF CONNECTICUT  
DEPARTMENT OF ENVIRONMENTAL PROTECTION



January 8, 2010

Re: New Air Emissions Inventory Reporting System and Security Requirements

Dear Title V Source:

The Department of Environmental Protection (DEP) requires stationary sources of emissions to provide the DEP with an annual statement, on a form provided by the DEP, showing the actual emissions of air pollutants from those sources. As you are likely aware, the DEP has been working diligently for almost two years to replace its outdated Air Emissions Inventory Reporting System. In partnership with our contractor, CIBER, Inc., we are completing development of a new reporting system called EMIT. EMIT is a new, state-of-the-art emissions reporting system that is web-based and completely secure. We are pleased to welcome all of our mandated emissions reporters into the twenty first century. You may put away your red pens and cumbersome piles of paper, since you will be able to fulfill all of your reporting requirements on-line, and save a protected copy of your entire submission in ".pdf" format.

In the new EMIT system, each site required to report emissions to DEP will be allowed to have as many "editors" as desired. Editors include anyone who may take part in developing the information required to complete your emissions statement. Editors may include staff members or persons contracted to your firm.

Each site will be allowed only one "submitter." The "submitter" is that person who is legally authorized to submit an emissions statement to the DEP as defined in § 22a-174-2a of the Regulations of Connecticut State Agencies. To comply with reporting requirements, the accuracy of the information, including information input by "editors," must be certified by the "submitter" by electronically signing the statement on the EMIT "Emissions Statement Submission Page." EMIT will not accept reports that do not include an electronic certification by the submitter.

The certification required in order to submit an emissions statement in the new EMIT is nearly identical to that which you had signed on a hard copy emissions statement in the past. It reads as follows:

***"I have personally examined and am familiar with the information submitted in this document and all attachments thereto, and I certify that based on reasonable investigation, including my inquiry of those individuals responsible for obtaining the information, the submitted information is true, accurate and complete to the best of my knowledge and belief. I understand that any false statement made in the submitted information may be punishable as a criminal offense under section 22a-175 of the Connecticut General Statutes, under section 53a-157b of the Connecticut General Statutes, and in accordance with any applicable statute."***

In order to be able to submit emissions statements electronically, it is imperative that you apply for User Names, IDs and Passwords no later than January 22, 2010. This will allow DEP and the Connecticut Department of Information Technology (DOIT) time to process your editor and submitter application(s) in time for submission of emissions statements, for calendar year 2009, in a timely fashion.

Upon initial log-on to EMIT, all users will be prompted to change the state-assigned password and create a new, unique password that will be known only to the User, in accordance with requirements for a secure system.

Please take the time to complete the Application and Agreements on the enclosed pages for all editors and for the submitter in your organization and forward them as soon as possible, but no later than January 22, 2010 by first class US Mail to the address on the last page of the Application and Agreement.

If you need assistance or have any questions about the User ID application process, please feel free to contact Ernie Bouffard at (860) 424-4152 or at [DEP.BAM.TS@ct.gov](mailto:DEP.BAM.TS@ct.gov).

Again, welcome to twenty first century emissions reporting! We look forward to receiving your emissions statements electronically.

Very truly yours,



Anne Gobin, Chief  
Bureau of Air Management